

## 17.44 FHWA Project Closeout Checklist

### FHWA Project Closeout Checklist

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**Project Number:**

**Project Name:**

**Final Estimate Assembly:**

- ☐ Certification of Final Estimate (Form 25D-116)
- ☐ Contractor's Release (Form 25D-117)
- ☐ Summary of Quantities (Form 25D-125)
- ☐ Materials Certificate from Materials Section Date:
- ☐ Statement of Labor and Materials used by Contractor (FHWA Form 47)  
Distribution Date:

Not required if project is: Not NHS Road, Less than \$1,000,000, Railroad devices or Beautification.

- ☐ "As-Built plans
- ☐ Department of Labor Tax Clearance Date:
- ☐ Department of Revenue Tax Clearance Date:
- ☐ Alaska Railroad Release, if applicable (only for projects in railroad right-of-way)

**Final Construction Report**

- ☐ Final Estimate Assembly (see above)
- ☐ Final Construction Report Summary Sheet
- ☐ Reports (as required):
  - Report on Design Recommendations (required)
  - Report on Use of Regulatory Speed Signs (if Regulatory Speed order used)
  - Report on Claims (if the contractor submits a claim)
- ☐ Explanation of Overruns, Underruns, and Change Documents. (List only contract major bid items whose final quantity varied more than 25 % from the estimated quantity and an explanation of all change document items)
- ☐ Proof of Construction for Right-of-Way (Form 25D-173)
- ☐ Proof of Use for Material Sources (Form 25D-174) with Material Site record.  
Completed only if sites are State furnished or controlled.